

**TOWN OF ARLINGTON**  
**MINUTES OF THE PERMANENT TOWN**  
**BUILDING COMMITTEE MEETING**

**TUESDAY, MARCH 1, 2016**

Location: Town Hall Annex, Second Floor

Present: John Cole, Chairman  
Adam Chapdelaine  
Allen Reedy  
Ruthy Bennett  
Bill Hayner  
Brett Lambert  
John Maher  
Bob Jefferson

Guests: Eric Ammondson  
Brian DeFelippis  
Jeff Shaw  
Scot Woodin  
Julie Flaherty  
Mike Hanna

Absent: Diane Johnson

Chairman Cole called the meeting to order at 7:30 PM.

**STRATTON SCHOOL**

Scot Wooden talked about the modular classrooms and indicated that there was a delay caused by ModSpace's disqualification, and delivery is now not expected until August 22, 2016, making for a very tight schedule. The configuration on the site of the modular units proposed by Triumph was also discussed. Scot handed out a schedule for the whole project, and it was reviewed. Brett Lambert and Ruthy Bennett were chosen to review proposals from prospective Owner Project Managers.

**COMMUNITY SAFETY BUILDING**

Items discussed:

1. Project Update.

Brian informed the committee the following work is underway: Doors & hardware, finish plumbing, electrical devices and lighting, fire alarm, tel./data, two of the four HVAC units have been started, heat pump installation is underway, fire protection head installation, terrazzo flooring, sheet goods flooring, finish painting. Tile and epoxy flooring is completed in Phase 1 areas. Cell doors are installed and locker installation is underway.

2. Schedule.

Brian noted that due to a delay in the delivery of casework, Phase 1 will not be completed until April 30, 2016. This will delay APD's return to Phase 1 areas, but we do not expect this to impact the project Substantial Completion Date. The Committee indicated it was not willing to consider added General Contractor costs or time.

3. Project Budget Review.

Brian presented the following Change Order Proposals for review and approval:

COP #41 in the amount of \$449;

COP #94 in the amount of \$12,755;

COP #117 in the amount of \$11,494; and

COP #119 in the amount of \$4,965.

The total COPs presented for approval was in the amount of \$28,765.

The committee unanimously voted approval of all of the COPs as presented upon a motion by Chapdelaine, seconded by Hayner.

4. Generator Replacement.

Brian noted that Ammondson has provided a proposal for the generator replacement as COP #106 in the amount of \$447,181, which is still under review. The Committee unanimously voted approval of a New Total Estimate amount of \$455,000 to be negotiated with Ammondson upon a motion by Chapdelaine, seconded by Hayner.

5. Roof Leak.

There was a discussion concerning the roof leak above Chief Ryan's office. Ammondson investigated and found the leak occurring at a head joint in the limestone parapet cap. Upon a motion by Chapdelaine, seconded by Reedy, the Committee voted unanimous approval to direct Ammondson to remove two capstones in this area, determine the area of leakage in the cap flashing, and perform necessary repairs.

6. Signage.

Eric presented graphics for the dedication plaque and a LEED educational signage.

Ammondson was directed to remove Diane Johnson's name from the dedication plaque as she did not serve as part of the Committee on this project. Thereafter a motion was made by Maher, seconded by Hayner, to make that change, and both signs were approved as submitted.

7. A/V equipment.

Captain Flaherty presented a proposal from Broad Link Technology in the amount of \$43,569.98 to provide audio visual equipment. This proposal was unanimously approved by the Committee upon a motion by Hayner, seconded by Reedy.

## **CENTRAL FIRE STATION**

Jeff Shaw indicated that LEED certification had been achieved. The final CPOs were approved by the Committee, being Nos. 75, 76, 77, 78, 80, 81, 82 and 83, upon a motion by Hayner,

seconded by Chapdelaine. On a motion by Chapdelaine, seconded by Hayner the final Pay Requisition in the amount of \$58,937 was unanimously approved by the Committee

The entire Committee joined with Bob Jefferson in congratulating Jeff Shaw and Brian DeFelippis for a job well done as the project has been completed successfully and slightly below budget.

## **HOUSEKEEPING**

On a motion by Chapdelaine, seconded by Jefferson, the minutes of the February 16, 2016, meeting were unanimously approved with Hayner abstaining and a correction of Ms. Bennett's first name.

The following invoices were paid on a motion by Hayner, seconded by Lambert:

- Chisolm for windows in the amount of \$1,400;
- PMA for January work for the CSB in the amount of \$22,189.20;
- PMA for review of Stratton School project in the amount of \$9,950;
- DRA for Stratton School project for February in the amount of \$75,000;
- DRA for Nitsch Engineering for land surveying at the Stratton site in the amount of \$715;
- and
- PM&NC for Stratton estimate review in the amount of \$9,800.

An invoice from Ammondson & Associates for CSB for January in the amount of \$12,468.26 was paid on a motion by Reedy, seconded by Maher; and an invoice from Ammondson for Hazmat in the amount of \$5,163.38 was paid on a motion by Hayner, seconded by Chapdelaine.

The Town Manager discussed putting a member of the PTBC on the Minuteman Building Project Study Committee and Allen Reedy graciously agreed to serve.

It was agreed the Committee will meet on site on March 15, 2016, at 7:00 PM for a tour of the Community Safety Building.

Whereupon a motion was made by Maher, seconded by Hayner, to adjourn and it was unanimously approved at 9:10 PM.

Respectfully submitted,

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John F. Maher, Clerk Pro Tem